

EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

Course: *National Emergency Management Academy E0103 Planning: Emergency Operations Course Offerings for Fiscal Year (FY) 2014*

Course Dates:

February 6-7, 2014
March 13-14, 2014
September 11, 12, 2014

The E0103 Planning: Emergency Operations course is delivered at the Emergency Management Institute (EMI) during the same week with E0102 Science of Disaster. Students are strongly encouraged to apply for the two courses for the same week. Both courses can be listed on the same application.

The E0102 offerings are as follows:

February 3-5, 2014
March 10-12, 2014
September 8-10, 2014

Course Length:

Two days.

Course Description:

This course in the National Emergency Management Academy is designed to give basic concepts and planning steps to those new to the field of emergency management so that they may apply planning discipline and skills to challenges in their jobs.

The course content includes emergency management planning doctrine and steps to take to accomplish writing plans and using them to deal with events, concluding with an exercise suitable for all jurisdictions.

The content derives from Comprehensive Preparedness Guide 101, Developing and Maintaining State, Territorial, Tribal and Local Government Emergency Plans and its six step planning process. It includes whole community philosophy. Doctrine from Comprehensive Preparedness Guide 201, Threat and Hazard Identification and Risk Analysis is also included in the course.

Course Goal:

The goals of this course are to promote effective emergency management planning practices and to enhance planning skills through application exercises.

Prerequisite:

E0101 Foundations of Emergency Management

Continuing Education Units (CEU's):

EMI awards 1.6 CEUs for completion of this course.

Target Audience:

This course is intended for newly appointed emergency managers from State, local, territorial, tribal, Federal emergency management agencies, and prospective professionals transferring from another discipline to emergency management. Veteran emergency managers willing to mentor are also welcome to apply.

TRAINING OPPORTUNITY

Location:

Emergency Management Institute (EMI)
National Emergency Training Center (NETC)
Emmitsburg, Maryland

To Apply:

Students attending any course(s) of the Academy are required to submit a FEMA Form 119-25-1, General Admissions Application to:

NETC Admissions Office, Room I-216
National Emergency Training Center
16825 South Seton Avenue
Emmitsburg, MD 21727-8998
Phone: (301) 447-1035
Fax: (301) 447-1658
Email: netcadmission@fema.dhs.gov

Scan the QR Code, or click the link to apply online:



<http://training.fema.gov/Apply/>

Application Review:

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the student selection criteria listed below and indicate how you meet the requirements based upon your position and experience.

Upon acceptance into the course, NETC Admissions will mail out an Acceptance Letter/Welcome Package outlining travel information, NETC shuttle services, lodging and other logistics. Scan the QR Code, or click the link for a PDF copy of the NETC Welcome Package online:



http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf

Lodging is provided for course participants on the NETC campus. Participants staying overnight on campus are

required to purchase a meal ticket for the duration of the training activity. Notify the NETC Transportation Office at least 2 weeks prior to the course date to reserve a seat. Call (301) 447-1048, ext. 1113, or email FEMA-netc-housing@fema.dhs.gov.

Student Stipends:

State, local, territorial, and tribal students taking classes at EMI will be eligible for stipends to cover costs of transportation. Their lodging at EMI is provided at no cost.

Notice to Applicants for FY 2014 courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number. This number will be used in place of the Social Security Number (SSN) on your application form.

The SSN is no longer required.

How do I obtain my FEMA SID number?

- Step 1: To register, go to <https://cdp.dhs.gov/femasid>
Step 2: Click on the "Need a FEMA SID" button on the right side of the screen.
Step 3: Follow the instructions and provide the necessary information to create your account.
Step 4: You will receive an email with your SID number. You should save this number in a secure location.

What do I do with this new SID number I have been assigned?

The SID number is used in place of the SSN on your General Admissions Application (FEMA Form 119-25-1).

EMI Point of Contact:

For course information contact:

For February course, Jordan Manos at (301) 447-1356 or Jordan.manos@fema.dhs.gov

For March course, Dan Lubman at (301) 447-1364 or daniel.lubman@fema.dhs.gov.

For September course, Jamie Mauk at (301) 447-1872 or Jamie.mauk@fema.dhs.gov.

TRAINING OPPORTUNITY